



Safety Briefing

Safety is WSDOT's highest priority. This value is fundamental to our 'safety first' culture. At the beginning of meetings, a briefing is conducted to acquaint all meeting attendees and to ensure everyone knows how to respond in case of an emergency.



Exits

Identify emergency exits and outside staging area in case of building evacuation.

"In the event of an emergency please exit out _____ and _____ doors. Once outside, proceed to _____ where we will meet and do roll call."

Telephone

Identify the phone location in the room that can be used for emergency calls.

"In addition to cell phones, there are phones located _____. Dial ____ for an outside line and then 911 in case of emergency."

Fire

Identify the location of the nearest fire extinguisher to be used in case of a small fire.

"In case of fire, the closest fire extinguisher is located _____."

Earthquake

Instruct meeting attendees of the proper response in case of an earthquake.

"In case of an earthquake duck under a table (or other stable object), clasp your hands and use them to cover and protect the back of your neck and hold."

CPR and First Aid

Identify people in room who have up-to-date CPR and/or First Aid certification.

"If you are CPR or First Aid certified and willing to assist in an emergency, please identify yourself."

The Agency Council on Coordinated Transportation (ACCT) is a partnership of members from the legislature, state agencies, transportation providers and consumer advocates whose mission is to direct and promote activities that efficiently use all available state and community resources for special needs transportation across the state.